

Scope

This process covers the process for regionally reviewing contract activities through a Regional Acquisition Planning Board (RAPB) at each MSC. This board will utilize results from the Districts' Advanced Acquisition Planning Boards.

Policy

EFARS 7-1[<http://www.hq.usace.army.mil/cepr/efars/part07.pdf>]

ER 5-1-11[<http://www.usace.army.mil/inet/usace-docs/eng-regs/er5-1-11/entire.pdf>]

Responsibility

The Regional Acquisition Planning Board (RAPB) shall assess regional acquisition matters at least twice annually and report to the Regional Management Board (RMB) on regional acquisition trends, balancing contracting capacity among Districts, Division-wide acquisition capacity, and the planned strategy to meet regional needs and required contracting goals. It will also identify contracting methods and capabilities to enhance mission execution, better support customers, and other items of regional concern. No District contracting responsibilities will be usurped by the RAPB.

Distribution

Major Subordinate Command (MSC) Director assigned the Technical Division^{*}

Regional Acquisition Planning Board (RAPB)^{*}

Regional Management Board (RMB)^{*}

Ownership

The BP/P2 Program Office is responsible for ensuring that this document is necessary, that it reflects actual practice, and that it supports corporate policy.

System References

Acronyms and Glossary[REF1001]

Advanced Acquisition Strategy[PROC1006]

Activity Preface

This process is performed at least semi-annually. Regional acquisition planning is the strategy by which procurement decisions are coordinated and integrated across the entire region. It is an extension of the District's acquisition planning efforts. The RAPB will be focused on the review of District acquisition strategies, regionalizing contracting where appropriate, facilitating sharing of contracts, developing contracting capabilities to enhance customer support efforts, developing and implementing standard operating procedure for regional contracting, enhancing Small Business opportunities, and maintaining regional contracting database and website. This Board will neither duplicate nor supplant the responsibilities of the Director of Contracting or the Deputy for Small Business at the MSC, and Chiefs of Contracting and Small Business at the District level.

Regional Management Board (RMB)

1. Form and activate Regional Acquisition Planning Board (RAPB).

The RAPB will serve as an Operating Committee of the RMB. The RAPB will consist of the Chief of Contracting and one technical or project/programs representative from each district (appointed to two-year term), the Directory of Contracting, Deputy for Small Business, and one technical and one programs representative from the MSC. The MSC should ensure that there is a mix of technical and project/programs representatives on the Board.

Major Subordinate Command (MSC) Director responsible for the Technical Division Response: Reworded - see master document.

2. Provide general oversight of RAPB.
3. Appoint Chairperson of RAPB to two-year term.

Regional Acquisition Planning Board (RAPB)

4. Conduct periodic, but at least semi-annual, reviews of Districts' Advanced Acquisition strategies.

On or about 1 November and 1 May each year, the RAPB will review the Districts' Advanced Acquisition strategies. These reviews shall include regionalizing contracting where appropriate, facilitating sharing of contracts, developing contracting capabilities to

enhance customer support efforts, developing and implementing standard operating procedure for regional contracting, and enhancing Small Business opportunities throughout the region. The RAPB can be called to meet at other times, as determined by RAPB Chairperson.

5. Establish and manage a region-wide web-based contract database from info in the Standard Procurement System (SPS), Procurement Desktop Defense (PD2).

Each RAPB shall establish and manage a region-wide, web-base contract database that enables Districts to make business decisions to meet the delivery schedules of its customers, provide the flexibility to share contracts, decrease the number of hollow contracts, identify opportunities for Small and Disadvantaged Businesses; and provide acquisition alternatives for use in gaining program execution efficiencies.

6. Report Results to RMB.

At the first RMB meeting after each RAPB semi-annual meeting, the RAPB Chairperson will provide a verbal report to the RMB with the RAPB recommendations.

Regional Management Board (RMB)

7. Act on recommendations from RAPB.

End of activity.

Be sure to put process call outs at the start and end of every Process flowchart. Each flowchart should be able to stand on its own and assist users in moving through the processes. Every flowchart should have a title block identifying the process title and number. Response: Rejected -- Oracle Tutor does not support this functionality.

